



Meeting Minutes – Unapproved Draft; Pursuant to [SDCL 1-27-1.17](#) May 10, 2023

Location: Holiday Inn Express & Suites, 3821 W Avera Dr, Sioux Falls

All motions taken by roll call voice vote, unless otherwise stated.

1. **Call to Order:** President Carla Borchardt called the meeting to order at 9:00 A.M. Central.
2. **Roll Call:** Board Members Present: Carla Borchardt, Deborah Bowar, Denise Buchholz, Rebekah Craddock, Kristin Gabriel, Nathan Hinker, Christi Keffeler, Lori Koenecke, Lois Tschetter, Jenna VandenBos.

Board Staff Present: Linda Young, Glenna Burg, Erin Matthies, Francie Miller, Lindsay Olson.

Counsel Present: Megan Borchert, General Counsel to the Board.

Others Present: Rhonda Jackman, Laurie Dunn.

3. **Agenda Approval:** Motion by Gabriel to approve the May 10, 2023, agenda. Second by Hinker. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Votes: 10	

4. **Open Forum:** Borchardt provided the opportunity for guests to address the Board, no one requested to do so.
5. **Approval of Minutes:** Motion by Tschetter to approve the minutes of February 8, 2023. Second by Gabriel. Motion carried¹.
6. **Executive Session:** Motion by Tschetter to move into Executive Session, pursuant to SDCL 1-25-2(3), for purpose of consulting with legal counsel. Second by Koenecke. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Votes: 10	

The Board went into Executive Session at 9:15 A.M. The board moved out of Executive Session at 10:05 A.M.

7. **Compliance:** Acronyms: “HPAP” means “Health Professionals Assistance Program”; “PTP” means “Privilege to Practice”.
 - a. Formal Hearings: There were no formal hearings.
 - b. Compliance Committee Recommendations – Licensed: Miller submitted the following recommendations from the Compliance Committee:
 - Settlement Offer – Letter of Concern with Remediation on PTP: Case #1 HE; Case #2 CB;
 - Settlement Offer – Letter of Concern on PTP: Case #3 JB;
 - Settlement Offer – Letter of Reprimand: Case #4 Nnenna Oruche, SD R052258; Case #5 Vicki Stuefen, SD R048202; Case #6 Laura Buseman, SD P010634;
 - Settlement Offer – Letter of Reprimand with Remediation: Case #7 Ashley Jackson, SD P012184; Case #8 Kelsea Reyerson, SD R055102; Case #9 Shannon Ysker, SD P009149; Case #10 Susan Durbin (Barton), SD P013892; Case #11 Nichole Yost, SD R043915 & CP001507;
 - Settlement Offer – Letter of Reprimand, Mandate HPAP and Stayed Suspension: Case #12 Karen Menacher, SD R031076;
 - Settlement Offer – Mandated Participation in HPAP and Stayed Suspension: Case #13 Heaven Stinger, SD R053690, Case #14 Joanne Johnson, SD R056421;
 - Settlement Offer – Suspension: Case #15 Brittany Enstad, SD R044587;
 - Settlement Offer- Voluntary Surrender: Case #16 Jennifer Ageton, SD R033259;
 - Settlement Offer- Reinstatement: Case #17 Brenda Muellenberg, SD R026810; and
 - Settlement Offer- Reinstatement with Mandated HPAP and Stayed Suspension: Case #18 Corey Bruce, SD R036214, Case #19 Malcolm Lewis, SD R043294.

Motion by Tschetter to accept the recommendations of the Compliance Committee as presented and outlined in the Compliance Committee Recommendations document of licensed nurses. Second by Koenecke. Motion carried.

Borchardt	Recuse	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Recuse	Hinker	Yes	Tschetter	Yes	Votes: 8	

- c. Dismissal Reporting – Licensed: Miller presented a report of Investigative Dismissals, pursuant to SDCL 36-1C-4.

- d. Compliance Committee Recommendations – Registrants: Miller submitted the following recommendations from the Compliance Committee:

- Settlement Offer- Letter of Concern: Case #1 SP;
- Settlement Offer - Denial of Registration: Case #2 Donna Morgan, Z413318; and
- Settlement Offer - Voluntary Surrender: Case #3 Brittany Collins, M011617.

Motion by Keffeler to accept the recommendations of the Compliance Committee as presented and outlined in the Compliance Committee Recommendations for Registrants document. Second by Hinker. Motion carried.

Borchardt	Recuse	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Recuse	Hinker	Yes	Tschetter	Yes	Votes: 8	

- e. Dismissal Reporting–Registrants: Miller presented a report of Investigative Dismissals, pursuant to SDCL 36-1C-4.

- f. Additional Compliance Cases:

1. Miller presented background on Teresa Janis, SD P009683. Motion by Tschetter to Mandate Participation in HPAP with a Stayed Suspension of Teresa Janis, SD P009683. Second by Bowar. Motion carried.

Borchardt	Recuse	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Recuse	Hinker	Yes	Tschetter	Yes	Votes: 8	

2. Miller presented background on Adelyne Elk Boy, SD RN applicant. Motion by Keffeler to grant RN license to Adelyne Elk Boy, RN applicant. Second by Tschetter. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Votes: 10	

- g. Licensee Correspondence: Miller reviewed a letter sent to the Board from an HPAP participant.

- h. Compliance Committee Board Member Appointment: Motion by Koenecke to appoint Nathan Hinker to the Board's Compliance Review Committee in place of Carla Borchardt, effective May 10, 2023. Second by Gabriel. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Recuse	Tschetter	Yes	Votes: 9	

8. **HPAP Quarterly Report:** Young presented the SDBON HPAP Quarterly Report; 80 participants were enrolled in April 2023 for monitoring of substance use or mental health related issues.

9. **Board Development:** Members discussed future board development topics.

10. **Financial Report:** Matthies presented the SDBON FY 23 income and expense statement for July 2022 – April 2023. Motion by Keffler to approve the financial report as presented. Second by Buchholz. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Votes: 10	

11. Licensure and Operations:

- a. Website Development: Young shared that changes to the Department of Health's website are in process; and that the Board is also exploring changes to the Board's website.
- b. ORBS Update: Young shared that she met with the NCSBN ORBS team and discussed steps to implement their licensure database system, ORBS. The next step, in June 2023, is for the ORBS technical team to meet with SD Bureau of Information Technology.
- c. Licensure Report: Matthies reported that as of April 2023, the Board had 19,680 licensed registered nurses, 2,661 licensed practical nurses, 54 certified nurse midwives, 2,111 certified nurse practitioners, 48 clinical nurse specialists, 517 certified registered nurse anesthetists, 10,497 registered certified nurse aides, and 5,685 unlicensed medication aides.

12. Nursing Education:

- a. Nursing Education Committee (NEC) Recommendations: Burg submitted the following recommendations from the NEC:

1. Grant approval of NCLEX Pass Rate Improvement Action Plans for the following:
 - a. Oglala Lakota College – AD RN;
 - b. Sinte Gleska University – PN (Included in separate SGU Survey Visit Report);
 - c. Sisseton Wahpeton College – PN; and
 - d. Western Dakota Technical College – AD RN.
2. Grant approval of RN to BSN Articulation Agreement between South Dakota State University, University of South Dakota, Lake Area Technical College, Mitchell Technical College, Southeast Technical College, and Western Dakota Technical College.
3. Grant acceptance of notification of curriculum changes for the following:
 - a. Southeast Technical College – AD RN Program; and
 - b. Western Dakota Technical College – PN and AD RN Programs.
4. Informational Only – No Action Required:
 - a. SD's 2023 quarter 1 NCLEX pass rate for first time test takers remains above the national average. The SD PN pass rate was 91.58% and the SD RN pass rate was 87.45%.

Motion by Buchholz to accept the recommendations of the NEC on the Education Consent Agenda. Second by Bowar. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Recuse	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Recuse	Votes: 8 Yes	

- b. Sinte Gleska University (SGU) April 25, 2023, Survey Visit Report: Burg presented the results of the April 25, 2023, survey visit report of the SGU practical nursing program and progress towards meeting deficiencies identified during the 2022 survey visit.

Motion by Tschetter to move into Executive Session, pursuant to SDCL 1-25-2(3), for purpose of consulting with legal counsel. Second by Koenecke. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Votes: 10	

The Board went into Executive Session at 2:16 P.M. The board moved out of Executive Session at 2:30 P.M.

Motion by Keffler to accept SGU's 2023 survey report and pass rate improvement plan and continue probationary status through February 2024 with quarterly reports to the Board. Second by Tschetter. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Votes: 10	

- c. Additional Education Correspondence – No Action Required:
 1. Notification from Sisseton Wahpeton College that the new Interim President is Rhonda Labette; and
 2. Notification that Western Dakota Technical College's PN program received initial ACEN certification.

13. Nursing Practice:

- a. 2023 NCSBN APRN Certifier Survey: Olson provided highlights from the annual NCSBN APRN role certification program survey. The survey provides information about 17 exams that were approved by the boards of nursing in the United States for the purpose of granting initial APRN licensure. The exams were developed and administered by the certification bodies. The survey included information on the certification program accreditation, number of tests administered, and the 2021 pass rates of first-time test writers.

14. SD Center for Nursing Workforce (CNW):

- a. 2023 CNW Symposium: Olson provided highlights of the symposium held on May 9, 2023. There were 61 nurses and stakeholders in attendance. The symposium featured keynote speaker Chuck Underwood, a nationally known expert in the field of generational dynamics. Workforce management strategies involving the four generations contributing to today's current nursing workforce were discussed. Participants also had the opportunity to learn about South Dakota's current nursing workforce supply and education pipeline.
- b. Nurse Preceptor Course: Olson provided an update on the nurse preceptor course that was specifically designed for student nurse preceptors. The online course consists of six modules and is offered at no cost. The course was launched on April 3, 2023 and can be accessed at: <https://doh.sd.gov/boards/nursing/SDCNW.aspx>.

15. **Policy:**

- a. Legislative Update: Young provided an overview of bills enacted during South Dakota's 2023 legislative session that may impact the Board or nursing practice.
- b. Promulgation of Rules in 20:48:04: Young and Olson presented the drafted rules for consideration by the board for approval to proceed with rules promulgation. The draft included updating, amending, or adding rules into Chapter 20:48:01 Definitions, and 20:48:04 The Practice of Nursing. Drafted changes discussed related to RN and LPN accountabilities, standards for practice and scope, LPN supervision, and IV therapy tasks performed by an LPN. Young explained the promulgation process and proposed timeline.

Motion by Gabriel to grant approval to proceed with promulgating the following: amending Chapter 20:48:01 Definitions; and amending Chapter 20:48:04 The Practice of Nursing, to amend current rules and add new rules relating to RN and LPN accountabilities and standards for practice and scope, LPN supervision, and IV therapy tasks performed by an LPN. Second by Hinker. Motion carried.

Borchardt	Yes	Craddock	Yes	Keffeler	Yes	VandenBos	Yes
Bowar	Yes	Gabriel	Yes	Koenecke	Yes		
Buchholz	Yes	Hinker	Yes	Tschetter	Yes	Votes: 10	

- c. Nurse Licensure Compact (NLC) Proposed Rules Hearing: Young provided a summary of proposed amendments to the NLC's rules. As required by compact law, a link to the notice of the public hearing is posted on the Board's website. The public hearing on the proposed changes will be held on June 26, 2023; the deadline for public comment on the rules is June 26, 2023, at 2:00 PM CT. The notice of hearing, proposed rules, and access to post public comment, is located at www.nursecompact.com. NLC Commissioners will take action to adopt the proposed rules at their August 14, 2023, meeting. Changes adopted will become effective January 2, 2023.

16. **External Meeting Reports:**

- a. NCSBN Midyear Meeting: March 28-30, 2022; Seattle, WA: Young and Olson attended and provided highlights of the meeting.
- b. NCSBN APRN Roundtable: April 12, 2022; Virtual: Olson attended and provided highlights of the meeting.

17. **Announcements:**

a. Future Board Meetings: 8/9/2023; 11/15/2023; 2/6/2024; 5/7/2024; 8/6/2024; 11/6/2024
b. NCSBN Executive Officer Meeting: June 20-21, 2023; Newport Beach, CA
c. NCSBN Annual Meeting: August 17-19, 2022; Chicago, IL
d. SDBON APRN Advisory Committee Meeting: August 25, 2023; Virtual

18. Motion to adjourn by Tschetter. Second by Hinker. Motion carried in unanimous voice vote. Meeting adjourned at 4:20 p.m.